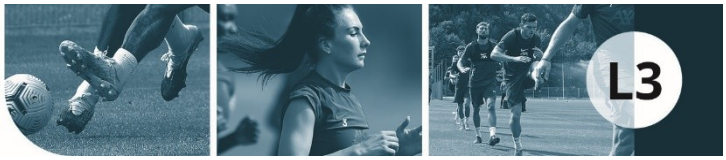
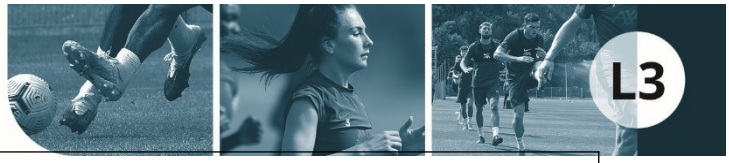


BTEC Assignment Brief

Qualification	Pearson BTEC International Level 3 Qualifications in Sport
Unit number and title	**Unit 16: Applied Coaching Skills**
Learning aims	C:Lead a coaching programme D: Monitor progress and adapt the programme
Assignment title	Application and adaptation
Assessor	
Issue date	
Hand in deadline	

Vocational Scenario or Context	You have successfully planned a sport coaching programme and series of sessions for your client. You have shared this with them and other volunteers to gauge feedback and ensure you have produced this in line with expectations. The client and the other volunteers are pleased with your work so far and have given you the green light to progress to leading the programme and adapting this if needed and as you see fit.

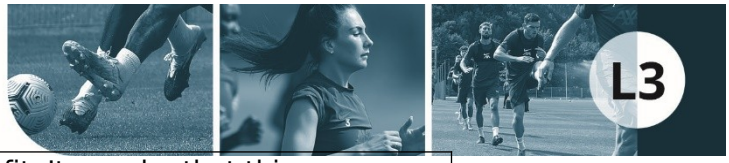
Task 1	You should take the programme that you have produced and implement this. Each of the sessions should be delivered by you ensuring that you: • Use relevant PPE • Incorporate NOP and EAP • Have clear emergency action plans • Have carried out risk assessment and management as required • Adhere to safeguarding policies and procedures • Include the key components – warm-up, main activities, cool down • Apply coaching methods and skills effectively When coaching and in-session with clients/participants, you should gain visual evidence. Ideally this should be video recordings that show your ability to demonstrate the different requirements of a coach within this programme. At the end of each session that you coach, you should gain feedback from your client and other participants, using this to help you improve or support your client fully. You should write your feedback up at the end of each session into a log in order to show your diligence in supporting client progression. Your feedback log should consider: • Corrective feedback/reinforcing feedback



	• Explanation of impact • Feedback on performance, behaviour, preparation and leadership • Asking instead of telling • Constructive and non-judgemental • Feedback skills: calm, generous listening, concrete examples • Allowing for mistakes • Detailed • Focused on desired behaviours • Feedback loop or model • Ask-tell-ask techniques • Connecting concepts: past, present, future • Relevance: o instantaneous o timely o face to face. In your feedback, you should consider your own leadership as well as client/participant progression. You should show consideration to how you are working with support staff as well as wider stake holders. Consider any improvements you need to make when working with these different people. You should request that others who you work with in this programme provide you with a record of activity to provide further evidence of your progress.

Criteria covered by this task:	
Unit/Criteria reference	To achieve the criteria, you must show that you are able to:
C.P4	Demonstrate competent coaching skills and leadership.
C.P5	Explore techniques for improving performance through feedback.
C.P6	Apply legal, ethical and regulatory standards when coaching participants to ensure a safe and positive experience.
C.M3	Demonstrate effective coaching skills and leadership
C.M4	Provide relevant and effective developmental feedback to participants based on consistent monitoring and assessment of progress.
C.D2	Demonstrate accomplished coaching skills and leadership.
Checklist of evidence required	✓ Visual evidence (ideally video) ✓ Feedback log ✓ Record of activity
Other assessment materials attached to this brief	

Task 2	After a few sessions, you will need to look at the overall progress of you client and other participants. You should consider how your programme is impacting their development, producing a monitoring document to consider participant progress and make any



	adaptations as you see fit. It may be that this occurs after the second session, to allow participants to settle and then occur at regular intervals throughout the remainder of the programme. You should include the following: • Monitoring participant progress: o Against aims and objectives o Individual progress o Other participant feedback o Data and statistical analysis o Use of technology When considering adapting you should: • Collect and use feedback • Consider progress in sessions as well as non-sessions • Progression and performance data • Internal and external measures • Ongoing issues • Wider opportunities • How you can adapt the programme • Any CPD opportunities. At the end of the programme, conduct a review that considers the overall impact of your coaching, ongoing feedback and monitoring. Clearly highlight your strengths and areas for improvement. Consider the different adaptations that you included and the overall impact of these.

Criteria covered by this task:	
Unit/Criteria reference	To achieve the criteria, you must show that you are able to:
D.P8	Record and assess progress of participants and impact of programme.
D.M5	Make detailed assessments of progress and take corrective actions or value adding opportunities with the coaching programme.
D.D3	Provide proficient developmental feedback to participants based on assured and consistent monitoring and evaluation of progress.
Checklist of evidence required	✓ Monitoring documents ✓ Review
Other assessment materials attached to this brief	